

Policy Title	Curriculum Planning
Policy Number:	ACA 3.02
Department:	BSMCON
Functional Area:	Academic Affairs
Contributing Department	
Approved by:	RHEI Leadership Team
Effective Date:	8/1/2025
Version:	1
Status:	Approved
Manual	To be entered by Compliance360 System administrators or N/A if not in C360
Section	ACA 3

I. Mission, Vision and Values

This policy reflects our commitment to human dignity, integrity, compassion, stewardship, and service by guiding decisions and actions that uphold respect for all individuals and promote excellence in our work.

This policy aligns with our mission of extending the compassionate ministry of Jesus by improving the health and well-being of our communities and providing good help to those in need, especially the poor, dying, and underserved by ensuring that our practices support ethical, effective, and accountable service across all areas of the organization.

II. Policy

Curriculum Planning

III. Purpose

The purpose of this policy is to provide guidelines for planning student progression through the Pre-Licensure BSN and Post-Licensure RN-BSN programs. The programs publish suggested curriculum plans that illustrate the sequencing of courses in a manner that represents pre- and co-requisite course requirements.

IV. Scope

This policy applies to all students of BSMCON, a department operated and controlled by the Bon Secours Memorial Regional Medical Center, as defined.

V. Policy Details

Pre-licensure BSN Curriculum Plan

Upon admission, each student is registered for all courses on the curriculum plan as published in the college catalog. Students who remain registered in the originally scheduled plan will have guaranteed matriculation in the program. Students who veer from that original registration plan will collaborate with their advisor to revise their registration plan. The revised registration plan is subject to approval of the Pre-licensure BSN Program Chair. The student will be re-registered for all courses on the revised plan.

Once admitted to the program, each student will have the opportunity to request the specific upper- level general education courses and nursing elective of their choice. Each course has specific required pre-requisites and will have space limitations.

Post-licensure RN-BSN Curriculum Plan

Upon admission, each student will collaborate with their advisor to establish a mutually agreed upon curriculum plan and register for all courses within the curriculum as published in the college catalog. A student may change their registration plan as needed following the add/drop and pre- and co-requisite guidelines.

Once admitted to the program, each student will request the specific upper- level general education courses and nursing elective of their choice. Each course has specific required pre-requisites and will have space limitations.

VI. Definitions

None

VII. Attachments

None

VIII. Related Policies and Procedures

ADM 2.06 Satisfactory Academic Progress
ACA 2.02 Academic Progression
ACA 3.01 Prerequisites and Co-requisites

IX. Regulatory Notices

Nothing in this policy creates a contractual relationship between Bon Secours Memorial College of Nursing (BSMCON), a department operated and controlled by Bon Secours Memorial Regional Medical Center, LLC, and any party. BSMCON, in its sole discretion, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

X. Version Control

Version	Effective Date	Next Review Date	Description	Supersedes, if applicable	Prepared By
1.0	4/13/2020	N/A	Revisions and new template	N/A	CDDAA
1.0	1/28/2022	N/A	Reviewed	1.0	CDDAA
2.0	2/19/2025	2/19/2028	Revisions and new template	1.0	CDDAA
1	2/19/2025	2/19/2028	Version changed – BSMH Template Adopted	1.0	CDDAA

This policy/procedure/guideline is not intended to establish a standard of clinical or non-clinical care or practice. Rather, this policy/procedure/guideline creates a general tool to help guide decision-making with the understanding that different action(s) may be necessary in response to the totality of the circumstances presented.

Sites revised 05/06/2025- Bon Secours Mercy Health adopts the above policy, procedure, policy & procedure, guideline, manual / reference guide / instructions, or principle / standard / guidance document for all Bon Secours Mercy Health entities including, but not limited to, facilities doing business as Mercy Health – St. Vincent Medical Center, St. Vincent – St. Charles Hospital, St. Vincent – St. Anne Hospital, Mercy Health – Perrysburg Medical Center, Mercy Health – Tiffin Hospital, Mercy Health – Willard Hospital, Mercy Health – Defiance Hospital, Mercy Health Allen Hospital LLC, Mercy Health - Lorain Hospital, Mercy Health St. Elizabeth Youngstown Hospital, Mercy Health St. Joseph Warren Hospital, Mercy Health - St. Elizabeth Boardman Hospital, Mercy Health - St. Rita's Medical Center, Mercy Health – Springfield Regional Medical Center, Mercy Health - Urbana Hospital, Mercy Health - Anderson Hospital, Mercy Health - Clermont Hospital, Mercy Health – Fairfield Hospital, Mercy Health - West Hospital, The Jewish Hospital – Mercy Health, Mercy Health – Kings Mills Hospital, LLC, Mercy Health - Lourdes Hospital LLC, Mercy Health – Marcum and Wallace Hospital, Chesapeake Hospital Corporation DBA Rappahannock General, Maryview Hospital, Bon Secours Richmond Community, Bon Secours Memorial Regional Medical Center, Bon Secours – St. Mary's Hospital, Bon Secours St. Francis Health System, Bon Secours St. Francis Medical Center, Bon Secours Mary Immaculate Hospital, Bon Secours - Southside Medical Center, Bon Secours Mercy Health Franklin, LLC, Southern Virginia Medical Center, and Bon Secours Harbour View Medical Center. This also may apply to Bon Secours Mercy Health Medical Group LLC and its medical group affiliates.